

**State of Delaware –Delaware Women's Workforce Council  
Office of Women's Advancement and Advocacy  
Department of Human Resources**

Regular Meeting  
Dover, Haslet Building, Room 219  
Monday, June 18, 2018  
11:00 am to 12:30 pm

**Attendees:**

Carling Ryan, Office of Women's Advancement and Advocacy

\*Louise Cummings-Lewis, Kimberly Reinagel-Nietubicz, Yvonne Gordon, Roxane E.A. Ferguson, Christopher Waters, Linda Barnett, Christine Mason, Shaleah Sutton

Laura Burnett-Public person

\*Chairperson

**DRAFT MINUTES**

**Call to Order and Roll Call:**

The meeting was called to order by Chairperson Louise Cummings-Lewis at 11:15 am. The chairperson thanked everyone for coming. A motion was made to accept meeting minutes from the last meeting. Yvonne Gordon motioned, all in favor, none opposed.

**Updates from the Office of Women's Advancement & Advocacy**

Carling Ryan gave the updates from the Office of Women's Advancement & Advocacy. She stated that the ERA has passed in both chambers. Because it is a constitutional amendment, it will need to pass in the next General Assembly, and the Office is hoping it will pass in January. HB 302 Beau Biden Gun Violence Prevention Act has been signed by the governor. Senate Bill 169, which clarifies that there is no sexual consent when a person is in law enforcement custody, has passed the Senate. SB 166, which requires that the Department of Services for Children, Youth, and Families and the Department of Correction provide free tampons to women who are incarcerated, has also passed the Senate. HB 3, which provides 12 weeks of paid parental leave for state employees upon the birth or adoption of a child, will soon be considered by the Senate. Carling asked the Council if anyone has any questions. No council members had questions.

Carling talked about events that the Office of Women's Advancement & Advocacy planned and continues to plan. The Office held a movie screening of "RBG" at Theatre N in Wilmington. The Office had a social media corner to let movie goers put on robes and put a message on social media. After the movie ended, there was a panel discussion with Attorney General Matt Denn, Attorney Mary Dugan, Vice Provost for Diversity at the University of Delaware, Dr. Carole Henderson, and Staff Lawyer Karen Lantz. Carling talked about how 10 classes for salary

negotiations are awaiting approval in the budget for fiscal year 2019. There is a bill signing by the Governor on June 21, 2018 for the Child Marriage Bill.

### **Overview and Discussion of Strategic Planning**

The chairperson talked about the strategic plan for the Workforce Council and how the Strategic Planning Subcommittee worked out the details for the plan. Chris Waters, who is the chairperson for the Strategic Planning Subcommittee, reviewed the plan. The chairperson talked about gathering data and how the council will look at data for the public sector.

It was suggested that a survey be used for gathering information with smaller agencies and then be used to gather information from the larger agencies. The survey will help the Council decide where they need to deal with agencies in certain areas and what the council needs to do in those areas. The Department of Human Resources (DHR) is also doing a compensation study that will include an analysis of gender based pay equity. The Workforce Council can look at results from that survey and use that data. It was suggested that there should be various subcommittees to handle different work.

Chairperson open the floor for discussion on how to deal with sending out surveys for state employees. The council needs to know if any study was done before. The council also needs someone who is qualified to do an assessment of surveys. Chris talked about working with the University of Delaware to have someone assess the survey. The Education and Research committee will be responsible for the survey and overarching research project.

Louise talked about salary negotiation classes and asked if Melanie could send council all the tasks that need to be done for salary negotiations. The Council needs to know if they are sponsoring classes or have a more limited partnership. The Council asked if anyone had any training for salary negotiations classes. Linda Barnett talked about the training for salary negotiations. It was stated that the host organization usually provide materials for those who need to be trained.

### **Subcommittees**

The council agreed to establish subcommittees for the first year. Priorities will change as things come up. One of the committee is the Legislative Committee. What is the level of support? How much does workforce council want to be involved in legislation? The subcommittee will formulate when to be involved and how to be involved. The Business Outreach Subcommittee will work with the private sector. That committee should look at what is going on with the private sector and how the subcommittee can make changes. The Business Outreach Subcommittee will decide on how they want to deal with large companies. The chairperson asked for volunteers for subcommittees and each member was asked to volunteer for at least one subcommittee. The council voted to adopt the 3 year Strategic Plan. Christine Mason moves to adopt the 3 year strategic plan as is. Roxanne Ferguson seconded the motion. All in

favor. None opposed. Subcommittees were approved in the overall vote to accept the strategic plan which outlined the various subcommittees' titles.

The following people agreed to volunteer for subcommittees:

Legislative and Public Policy

Linda Barnett-Chair

Pastor Rita Paige

Kimberly Reinagel-Nietubicz

Business Outreach

Roxanne Ferguson-Chair

Christine Mason

Christine Rawak-Hill

Educational and Research

Yvonne Gordon-Chair

Christopher Waters

The council has to decide if Education and Research will be working more with the public sector. The Strategic Plan Subcommittee will make sure all the committees are doing what they are charged to do.

Ms. Cummings-Lewis talked about the next meeting in September. The Chairs of subcommittees will decide when to have subcommittee meetings before the next full council meeting. The next full council meeting will be on September 17, 2018 from 11:00am-12:30pm.

Public Comments: Laura Burnett talked about Volunteering on the Workforce Council.

Adjourned at 12:30pm.